



**TOWN OF WILTON
PLANNING BOARD MEETING
DRAFT MINUTES**

DATE: February 3, 2016
TIME: 7:30 PM
PLACE: Wilton Town Hall Courtroom

PRESENT: Wilton Planning Board Members: Chairman Jeffrey Kandt, Vice-Chairman Sara Spittel, Neil Faiman, Alec MacMartin, Tracey Ewing (Alternate voting for Matt Fish), Selectmen Kermit Williams, NRPC Representative Camille Pattison, Secretary Sorrell Downing, Bart Hunter.

Work Session

Chairman Kandt opened the Public Hearing at 7:35 PM.

Board Membership

Marion Kearns recently passed away recently. Her position on the board will not be filled at this point as it was up for re-election this March. Tracey Ewing is on the ballot in March and at that point, the Planning Board will need to seek another Alternate member. Bart Hunter expressed interest in serving.

A MOTION was made by Mr. Williams and SECONDED by Mr. MacMartin to defer this discussion of Board Membership until after Town Meeting in March 2016.

Voting: 6 ayes. Motion carried.

Current Use Parcel Map

The data used for the previous Current Use Parcel map was incomplete and new data was obtained which increased the parcels in current use from the 200s to the 400s. There was still some discrepancy on a few parcels, Joas being one that was recently approved for a subdivision, but for the most part was vastly more credible for presentation at Town Meeting.

Mr. Hunter stated the Conservation Commission seeking Change of Use funds at Town Meeting to purchase land. Land offers to the Conservation Commission come out of the blue and often time constrained.

Towns with a high percentage of parcels in conservation have a lower tax rate.

Wilton has around 70% of its parcels in Current Use.
Roughly 25% of Wilton's parcels are permanently conserved.

Mr. Hunter departed at 8:15 PM

Master Plan Update

Edits the Natural Resource Chapter were submitted to Ms. Pattison. There was some discussion about the source of the data and this will be confirmed by NRPC.

Change of Use

Mr. Kandt asked what specifically in our ordinance requires us to know anything about the inside four walls of a potential change of use application that is not addressed on the site plan review checklist? It appears the only thing that the Planning Board should be considering are the parking implications. The interior building and fire regulations are at the discretion of the building inspector. The number of employees working a specific business may trigger a calculation for parking but currently the question of how many employees is not on the checklist. There was discussion about modifying letter Q

A MOTION was made by Mr. Williams and SECONDED by Mr. MacMartin to continue this discussion to next meeting.

Voting: 6 ayes. Motion carried.

Rules of Procedure

Ms. Downing and Ms. Pattison to update the Rules of Procedure language and format. The sections and rough outline of language were decided upon based on the previous Planning Board By-Laws, the Wilton ZBA By Laws, and Mason's recently updated Rules of Procedure.

Other Business

PB SD01-0116 – Kennedy. There are some updates to be communicated by Ms. Pattison to Mr. Siciliano via email.

- The easement documents were submitted to Town Counsel and the only issue raised was that they do not include a limitation that the driveway be used solely for residential purposes.
- Town Counsel also noted that the address for the abutter, New England Forestry Foundation (NEFF), has a Massachusetts zip code. Further research noted that the NEFF is located in Littleton, MA not Littleton, NH. It also appears that this address was not included in the Abutter's List. In order to keep the project moving along, the Town of Wilton will send out a notice to NEFF, however the applicant will need to reimburse the town for this expense. If an abutter is not notified then the abutter could appeal the decision at any point in the future. Ms. Downing to send this letter 2-4-16.
- Need an additional note "Any gravel to be moved off site needs Planning Board approval." This should also address on-site processing and travel times of fill removal.

- The contours on the map need to be removed for the final plan.

A MOTION was made by Mr. MacMartin and SECONDED by Ms. Spittel to adjourn the meeting.

Voting: 6 ayes. Motion carried unanimously.

Chairman Kandt declared the meeting adjourned at 10:15 PM.

Respectfully Submitted,

Sorrell Downing

Secretary